



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**

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**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL HELD IN THE PAVILION
AT 7.15pm ON TUESDAY 7 NOVEMBER 2023.**

1. Record of attendance and apologies

508/23 Cllr Penycate (Arun District Council) was co-opted for the duration of the meeting.

In attendance: Cllrs Vawer (Chair), Hewson and Penycate. Cllr McElvogue joined after the meeting had started.

Apologies: Cllrs McAuliffe, Titmus and Smyth

C Stevens – Clerk.

Four members of the public present including 2 trustees from Walberton Playcentre.

2. Declarations of interest in items on the agenda

509/23 None.

3. Confirmation of minutes

510/23 The minutes of the Full Parish Council Meeting of 12 September 2023 were not confirmed. Deferred to the next Full Council meeting.

4. Matters arising

511/23 None.

5. To receive a report from West Sussex County Council

512/23 Apologies received from Cllr Bence, he is out of action for the next 8 weeks but is contactable via email for any important/urgent queries.

6. To receive reports from Arun District Council

513/23 b. Cllr Penycate presented a report on the potentially unlawful planned closure of HFT Freeman Close. Walberton Parish Council stated they would help as much as possible and circulate the flyer about the action to the Parish. Another company made an offer to take over, but this offer has been ignored. The deadline that was initially given as 22 November 2023 is no longer in effect and the closure has gone to consultation.

a. The 20mph speed limit application for The Street was also discussed. It is still a work in progress but has very good support.

7. Public questions (max 15 minutes)

514/23 2 trustees from Community Playcentre at Walberton presented their case for the need to expand. Several options were presented, further information was requested. The discussion also incorporated the need for expansion of Walberton & Binsted CoFE School.

8. Planning Committee

515/23 a. Commendation of the draft minutes of the Planning Committee meeting of 15 August 2023 was deferred (previously circulated). It was noted that the meeting on 26 September 2023 was not quorate. The date of the next meeting on 28 November 2023 was noted.

b. There were no councillor questions.

9. General Purposes Committee

- 516/23** a. Commendation of the draft minutes of the General Purposes Committee meeting of 19 September 2023 was deferred (previously circulated). The date of the next meeting on 14 November 2023 was noted.
b. There were no councillor questions.

10. Finance & Legal Committee

- 517/23** a. Commendation of the draft minutes of the Finance & Legal Committee meeting of 3 October 2023 was deferred (previously circulated). The date of the next meeting on 9 January 2024 was noted.
b. There were no councillor questions.

11. Community Playcentre

- 518/23** See minute 514/23

12. Unspent Section 106 Monies

- 519/23** Cllr McAuliffe's report on this had been previously circulated and the short answer was that there are none that are specifically set aside for the Walberton Parish but that any future planning applications should initiate an official application for Section 106 monies for Parish use.

13. Section 137 Grant Awards 2023

- 520/23** 12 Section 137 Grant Awards applications were received.
Resolved: All 12 were approved and the relevant people will be contacted to inform them of this.

14. Business activity/ Infrastructure Projects – CIL Funding

- 521/23** Nothing to update on business activity spreadsheet. CIL spending still to be considered.

15. Remembrance Sunday 12 November 2023

- 522/23** Cllr Vawer confirmed he will represent WPC at the laying of the wreaths
Resolved: To donate £50 to The Royal British Legion.

16. Additional Reports

- 523/23** a. Village Hall – no report received.
b. Allotments – nothing specific to report other than the Fontwell allotments are still ongoing. Further contact to be made with contractor regarding fence at Walberton allotments.
c. Walberton & Binsted CofE School – Cllr Hewson presented his report (previously circulated) from the meeting with Headteacher on 9 October 2023. The question was asked as to why the school cannot extend upwards as opposed to outwards. It is thought this is because of the roof.
d. Police Liaison – PSCO Caroline Wilson sent her report comparing last year and this year's reportings (previously circulated). Some figures were up and some were down. The question will be put to Caroline about geographical locations of reportings before her next report.
e. Communications – website, emails & social media – Cllr Vawer gave a brief run down of postings on social media along with newsletters sent via email. Website is continuing to be updated.

17. Council and committee meeting dates

- 524/23** A discussion took place about setting meeting dates for the next 6 months.
Resolved: Clerk to email all Councillors for availability before putting the dates together for Jan-June 2024.

18. Staff Matters

- 525/23** a. Clerk training – Clerk confirmed she has started her ILCA training course and has passed 2 of the 5 modules. The rest of the qualification will continue alongside her work as Clerk.
b. Clerk IT equipment – A quote for a new laptop along with screens was presented.
Resolved: To accept quote.
c. Clerk banking – consideration was given to how the Clerk makes payments for purchases
Resolved: Clerk is to apply for a WPC debit card.

19. Correspondence

526/23 SDNP Newsletter of October 2023 was noted.

20. To approve quotes and payments

527/23 The clerk presented 8 payments.

Resolved: Authorise all 8 payments

The clerk presented a further 3 quotes including 1 which detailed 3 options to replace the teacup twister in Walberton playground, 1 to repair the playground fence and village green archway and 1 for blinds in the Parish office.

Resolved: To approve the fence and archway repair quote. Awaiting a further teacup replacement quote and blinds quote.

21. Any other business

528/23 None.

22. Date of next ordinary meeting of the Parish Council.

529/23 The date of the next meeting was confirmed as 7.15pm Tuesday 16 January 2024.

There being no other business the meeting closed at 8.39pm

Signed.....

Chair

Date.....